Turn-in of Medical Supplies

- Prepare Turn-in document-DA Form 3161
  - NSN, Nomenclature, Unit of Issue, Expiration Date and Quantity
- Do not mix Hazardous Materiels and waste
- Separate DA Form 3161 for Serviceable, Unserviceable, Non-controlled Pharmaceutical, Controlled Pharmaceutical and Med-surgical items

Class VIII Turn-In Procedures

For MEDSURG/ Non-Controlled Phar

Contact Customer Support (CS) at 765-8195/ 8199 to Initiate Turn-in Process

↓

Send DA 3161 to CS for Approval

↓

CS will contact turn-in representatives at 765-1305/8579 to coordinate Turn-in Date and Time

↓

Turn-in Item(s) to warehouse

Example DA Form 3161 (MEDSURG/Non-Control Pharmaceutical Items

DA FORM 3161, DEC 2000

U.S. ARMY Forms Content Management

SAVE | SAVE AS | PRINT | EMAIL

REQUEST FOR ISSUE OR TURN-IN
(DA PAM 710-2-1)

ISSUE ☐ TURN-IN ☒ | SHEET NO. 1 | NO SHEETS 1/1

1. REQUEST NO.
2. VOUCHER NO.
3. SEND TO: Warehouse, USAMMC-K
4. DATE MATERIAL REQUIRED (YYYYMMDD) 20110115
5. DODAAC W90UJB
6. PRIORITY
7. ACCOUNTING/FUNDING DATA
8. REQUEST FROM: TMC CP Casey, 168 MMB (SSG John Doe)
9. END ITEM IDENT Turn in Expired Items.
9a. NAME/MANUFACTURER
9b. MODEL
9c. SERIAL NO.

* CODE — ISSUE: I-Initial, R-Replacement; TURN-IN: FWT-Fair Wear And Tear, RS-Report of Survey; EX-Excess, SC-Stmt of Charges; LT-Lateral Transfer

10. PUBLICATION
11. JOB ORDER NO.

12. ITEM NO. a	STOCK NO. b	ITEM DESCRIPTION. c	UNIT OF ISSUE d	QUANTITY e	CODE* f	SUPPLY ACTION g	UNIT PRICE h	TOTAL COST i	j. POSTED DATE (YYYYMMDD)	BY
1	00409-9137-05	Lidocaine 1% 50mg/5ml	BT	2		Exp : 07/10		0.00		
2	49502-0697-24	Albutrerol sulfate 0.083$ Inh Sol	BX	3		Exp : 08/10		0.00		
3	60432-0357-60	Nystatin Sus 100,000 u/ml	BT	4		Exp : 04/10		0.00		
4	51762-1279-03	Fluocinonide Gel 0.05% 60g	TU	1		Exp : 06/09		0.00		
5	00487-9801-30	Ipratropium 0.02% Inh sol	BX	2		Exp : 02/10		0.00		
6	00409-5534-34	Sodium Bicarbonate 4/2% infant	PG	3		Exp : 06/10		0.00		
	----------Nothing	Follows----------								
							SHEET TOTAL		GRAND TOTAL	

13. ISSUE/TURN-IN "QUANTITY" COLM IS REQUESTED	DATE (YYYYMMDD)	BY	14. ISSUE QTY IN "SUPPLY ACTION" COLUMN	DATE (YYYYMMDD)	BY	15. REC QTY IN "SUPPLY ACTION" COLUMN	DATE (YYYYMMDD)	BY
	20110115	Doe, John						

DA FORM 3161, DEC 2000 — PREVIOUS EDITION MAY BE USED. — APD PE v1.03ES

NUM

Class VIII Turn-In Procedures

For Controlled Substances

Contact Customer Support (CS) at 765-8195/ 8199 to Initiate Turn-in Process

↓

Send DA 3161 to CS for Approval

↓

CS will contact Vault Personnel at 765-7252 to Coordinate Turn-in Date and Time

↓

Receive 'Shipment Container and Seal'

↓

Turn-in Item(s) to Vault

Example DA Form 3161 (Controlled Substances)

DA FORM 3161, DEC 2000

U.S. ARMY Forms Content Management

SAVE | SAVE AS | PRINT | EMAIL

REQUEST FOR ISSUE OR TURN-IN
(DA PAM 710-2-1)

ISSUE ☐ TURN-IN ☒ | SHEET NO. 1 | NO SHEETS 1/1

1. REQUEST NO.
2. VOUCHER NO.
3. SEND TO: Warehouse, USAMMC-K
4. DATE MATERIAL REQUIRED (YYYYMMDD) 20110315
5. DODAAC W90UJD
6. PRIORITY
7. ACCOUNTING/FUNDING DATA
8. REQUEST FROM: TMC CP Casey, 168th MMB (SSG John Doe)
9. END ITEM IDENT Turn in Expired Items
9a. NAME/MANUFACTURER
9b. MODEL
9c. SERIAL NO.

* CODE — ISSUE: I-Initial, R-Replacement; TURN-IN: FWT-Fair Wear And Tear, RS-Report of Survey; EX-Excess, SC-Stmt of Charges; LT-Lateral Transfer

10. PUBLICATION
11. JOB ORDER NO.

12. ITEM NO. a	STOCK NO. b	ITEM DESCRIPTION. c	UNIT OF ISSUE d	QUANTITY e	CODE* f	SUPPLY ACTION g	UNIT PRICE h	TOTAL COST i	j. POSTED DATE (YYYYMMDD)	BY
1	NDC 00406035701	Lortab 5/500 mg	EA	5				0.00		
		LOT# M0357P7, Exp: 01/10								
2	NDC 00046036301	Lortab 10/500 mg LD	BT	1				0.00		
		LOT# 14111b, Exp: 11/10								
3	NDC 00185008401	Dextroamphetamine Sacchar 5mg	PG	1				0.00		
		LOT# ME080264, Exp: 12/10								
	---------- Nothing	Follows----------								
							SHEET TOTAL		GRAND TOTAL	

13. ISSUE/TURN-IN "QUANTITY" COLM IS REQUESTED	DATE (YYYYMMDD)	BY	14. ISSUE QTY IN "SUPPLY ACTION" COLUMN	DATE (YYYYMMDD)	BY	15. REC QTY IN "SUPPLY ACTION" COLUMN	DATE (YYYYMMDD)	BY
	20101227	Doe, John						

DA FORM 3161, DEC 2000 — PREVIOUS EDITION MAY BE USED. — APD PE v1.03ES

NUM